

**Chapter 173–450 WAC**  
**ESTABLISHING REQUIREMENTS FOR THE RECEIPT**  
**OF FINANCIAL AID**  
**(Formerly chapter 18–20 WAC)**

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WAC

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**WAC 173–450–010** Purpose and applicability. These rules and regulations are promulgated under RCW 70.94.143, 70.94.305, and 70.94.385 of the Washington Clean Air Act to establish standard of eligibility for the granting of state and federal financial aid to air authorities.

[Statutory Authority: Chapter 70.94 RCW. 87–19–077 (Order 87–16), § 173–450–010, filed 9/16/87.]

**WAC 173–450–020** Definitions. Unless a different meaning is clearly required by context, words and phrases used in this chapter shall have the following meanings; general terms common with other chapters of Title 173 WAC as defined in chapter 173–403 WAC, and terms specific to requirements for financial aid as follows:

- (1) “Applicant” means an air authority applying for state financial aid under the provisions of chapter 70.94 RCW.
- (2) “Grantee” means an applicant for whom state financial aid has been approved by the department.
- (3) “Locally funded portion” or “local funds” means the funds provided to the applicant air authority from sources available to it under chapter 70.94 RCW exclusive of state financial aid or federal funds designated specifically for air pollution.
- (4) “Payment period” means the period of time for which money for state and federal financial aid is paid to the grantee upon receipt and approval by the department of a properly executed voucher.
- (5) “Workable program” means a comprehensive statement of objectives for the prevention and control of air pollution and the existing and proposed measures to achieve these objectives as described in WAC 173–450–050.

[Statutory Authority: Chapter 70.94 RCW. 87–19–077 (Order 87–16), § 173–450–020, filed 9/16/87.]

**WAC 173-450-030** Limitations. State financial aid shall be granted to air authorities qualifying under these regulations subject to the following limitations:

- (1) State financial aid shall not exceed an amount equal to fifty percent of the locally funded portion of the annual recurring expenditures of such air authority in each of the first three years during which state financial aid is utilized by the air authority and shall not exceed an amount equal to one hundred percent of the locally funded portion in each following year.
- (2) The department may limit the amount of financial aid available to a grantee when it becomes necessary due to the lack of sufficient funds available for distribution to meet the needs of all qualified grantees throughout the state.
- (3) The department may limit the amount of financial aid to less than the amount for which the applicant applies when the department determines that proposed items of expenditure are not consistent with air pollution control program needs in the applicant's area of jurisdiction, or are not in the best interests of a coordinated state-wide air pollution control program, or where such items of expenditure duplicate the responsibilities and activities of the department.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-030, filed 9/16/87.]

**WAC 173-450-040** Applications. Applications for state financial aid shall be prepared and submitted on forms specified by the department under the following conditions:

- (1) Applications shall be filed with the department and the department shall take action as to the disposition of an application within sixty-five days of its first presentation. Applications shall be approved, denied, or deferred: *Provided*, That where action is deferred the applicant shall be advised of the reasons for such deferral and action shall be taken within a reasonable time.
- (2) Applications must contain a statement of need for air pollution prevention and control in the applicant's jurisdiction.
- (3) The applicant must describe a workable program and its objectives together with a proposed timetable of accomplishment.
- (4) The application shall contain the budget of the air authority showing all anticipated revenue and sources of revenue, including requested state financial aid, and shall show proposed expenditures covering salaries, equipment and accessories, expendable supplies, travel, and such other information as may be deemed necessary by the department.
- (5) Any air pollution control activity conducted by the applicant air authority during the twelve-month period immediately prior to the proposed grant period shall be described in the application, including funds budgeted and expended.
- (6) It shall be the policy of the department in reviewing applications for state financial aid and in administering such financial aid to take into consideration the following factors:
  - (a) The implementation of coordinated state-wide air pollution prevention and control.
  - (b) The responsibilities of the department with respect to its jurisdiction over any areas or type of air contaminant sources and for monitoring the movement of air contaminants throughout the state.
  - (c) The needs and financial capability of the air authorities in the various areas of the state and the relative effectiveness of the air authorities.
  - (d) The capability and reasonable potential of the air authorities to perform.

- (7) The department will, from time to time, determine or estimate the amount of state financial aid that will be available and advise the applicants, or potential applicants, as to the availability of such aid or supplemental aid.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-040, filed 9/16/87.]

**WAC 173-450-050** Workable program. The applicant shall provide sufficient information to show that its workable program is designed to provide for effective prevention and control of air pollution through an orderly progression of development, establishment, and improvement of air pollution control programs.

- (1) The initial activity of an applicant shall be the development of a plan designed to provide an evaluation of existing and potential air pollution within the jurisdiction of the applicant, including a general inventory of the types of air contaminant sources and their relative contribution to the air pollution problem; to provide for the initiation of air quality surveillance appropriate to the air contaminant sources over which the applicant will have jurisdiction; and to provide for the development of regulations appropriate to the existing air contaminant sources or those which may be reasonably anticipated.
- (2) The establishment and improvement of air pollution control programs which constitute the operating control activity of an applicant, shall be oriented to attaining compliance with requirements and regulations of the applicant with respect to air contaminant sources under its jurisdiction.
- (3) Sampling and monitoring programs shall be oriented to surveillance for control purposes with respect to those air contaminant sources under the applicant's jurisdiction, except as may be requested by the department to supplement the state-wide monitoring program.
- (4) Budget for personnel, equipment and other operating expenses must be adequate to carry out the program during the grant period for which state financial aid is requested. Total funding from all sources shall provide, as a minimum, for the equivalent of one full time person:  
*Provided*, That the department may approve the sharing of personnel with another agency, the utilization of part-time staff, or persons under contract when these methods can be demonstrated as an effective means of carrying out the program and the purposes of the Washington Clean Air Act.
- (5) The locally funded portion of the annual operating cost, budgeted and expended in any grant period for which application is made for state financial aid, shall not be less than the locally funded annual expenditure for air pollution control during the twelve-months' period immediately preceding the proposed grant period, unless it can be demonstrated by the applicant that there were necessary nonrecurring expenditures in the previous period or that the program objectives and the purposes of the Washington Clean Air Act can reasonably be met with a reduced expenditure.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-050, filed 9/16/87.]

**WAC 173-450-060 Grant conditions.**

- (1) No grant of state funds shall be made to any grantee for a period in excess of twelve months.
- (2) Any state financial aid granted shall be used solely for carrying out the program outlined in the approved application or approved amendment as provided in WAC 173-450-040 and 173-450-080.
- (3) The grantee shall provide for and maintain such accounting, budgetary, and other fiscal procedures so as to assure the proper and efficient administration of funds. The fiscal records shall be such as to reflect currently the receipt and disposition of all funds including state financial aid. Such records and documents pertinent to the receipt and disposition of funds shall be kept available for review and audit.
- (4) As a minimum the grantee shall submit quarterly financial and progress reports to the department.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-060, filed 9/16/87.]

**WAC 173-450-070 Payments.**

- (1) Grantees shall initiate requests for payment of state financial aid for the appropriate payment period utilizing properly executed vouchers furnished by the department. The voucher shall state the requested amount of state financial aid and the expenditure of local funds during the payment period. Local funds expended for any item may be shown as the appropriate portion of the total expenditure when the expenditure properly includes the use of, or anticipates, reimbursement with federal or state grant funds.
- (2) Upon approval of the voucher by the department, payment for the appropriate payment period shall be authorized.
- (3) Payments of state and federal financial aid shall be made by way of reimbursement as contained in the annual agreement payment schedule or otherwise mutually agreed upon, and changed by an amendment to the annual agreement. All expenditures claimed for reimbursement shall be subject to audit.
- (4) Final payment of state and federal financial aid shall be based upon approved vouchers applied to the entire grant period.
- (5) Vouchers for the final payment period during a grant period shall be submitted by the grantee by the 15th day of July of that year.
- (6) The department may withhold approval of the vouchers submitted by the grantee if it finds that said grantee has failed to comply with any of the grant conditions or any other requirement or condition imposed by these regulations or chapter 70.94 RCW, for a period not to exceed thirty days. If at the end of such period the matter has not been resolved and the department has not approved said vouchers, the grantee may request an administrative hearing before the department.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-070, filed 9/16/87.]

**WAC 173-450-080** Changes, amendments and supplemental state financial aid.

- (1) Changes in the workable program of a grantee during the grant period which would not substantially affect the workable program, nor increase the total cost to the state, and which are for the purpose of improving the operation and performance of the workable plan, may be made: *Provided*, That written approval in advance is obtained from the department.
- (2) Changes in the workable program of a grantee during the grant period which would significantly alter the workable program shall not be made until the grantee has submitted to, and the department has approved, an amendment to the original application.
- (3) Application for supplemental state and federal financial aid may be made by the grantee when notice is given by the department that such supplemental funds have become available. The application shall be made as an amendment to the previously approved workable program of the grantee and shall include proposed additions in or improvements to the workable program and proposed changes in the budget including the additional local funds to be provided. The department may approve additional financial aid to the extent such funds become available having considered the needs of all grantees throughout the state.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-080, filed 9/16/87.]

**WAC 173-450-090** Termination. The department may terminate state and federal financial aid, in whole or in part, to any grantee when it finds, after reasonable notice and opportunity for appeal to the director, that the grantee has failed to comply with any of the conditions of the approved application or amendments thereto or any of the requirements or conditions imposed by or pursuant to these regulations or the Washington Clean Air Act.

Upon the effective date of termination, the grantee shall promptly render an accounting and final statement as would similarly be required for request for payment of state financial aid under WAC 173-450-070. The department may authorize payment of the state's share of the amount required to settle at minimum cost any contractual obligations properly incurred by the grantee prior to the date of termination, if the department finds that the grantee acted in good faith in incurring the obligations.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-090, filed 9/16/87.]

**WAC 173-450-100** Federal grants. The standards and requirements of these regulations establishing the eligibility of air authorities for state financial aid shall be equally applicable to the applications of such air authorities for federal grants.

[Statutory Authority: Chapter 70.94 RCW. 87-19-077 (Order 87-16), § 173-450-100, filed 9/16/87.]